



Grant County
Office of The
Board of County Commissioners
P O Box 37
Ephrata WA 98823
(509) 754-2011

GRANT COUNTY COMMISSIONERS

COMMISSIONERS MINUTES

Danny E. Stone
District 1

Rob Jones
District 2

Cindy Carter
District 3

"To meet current and future needs, serving together with public and private entities, while fostering a respectful and successful work environment."

GRANT COUNTY BOARD OF COMMISSIONERS
MEETING MINUTES
Week of January 30 – February 5, 2023
Commission Chambers
35 C Street NW
Ephrata, WA 98823

Public meetings were held in person with a WEBEX Conference Call/Video option available.

MONDAY, JANUARY 30, 2023

The Grant County Commissioners session began at 9:30 a.m. with all Commissioners in attendance.

9:30 a.m. – 10:30 a.m. B Vasquez, Clerk of the Board Update

- NovaTime – Reports: None
- Commissioners Office Job Descriptions: On hold until 2/6/23
- On-call position COLA/Wages: Spreadsheet caught up
- Mailroom (KS and TG): Proposed to have offices/departments pick up their own mail. Tom Gaines stated that a wall could be build to keep people by the mailboxes. Potential in changing the schedule
- Veteran Service Officer Update: Out sick. Move to 2/6/23

11:00 a.m. – 11:45 a.m. Budget and Finance Update AND Finance Committee Meeting

- Healthcare fund analysis given for 2022.
- 2022 Current Expense annual review: Revenue exceeded expenses.
- 2022 Revenue review: a few departments over projected revenues.
- 2022 Expense review: BOCC over \$19k. – ASK JERRY
- 2022 Tourism Expenses: Over \$119k compliance issue- November looked fine but December went over
- Postage billing for departments: Begin billing only twice per year instead of monthly.

12:00 p.m. – 12:30 p.m. D Bren, Road W Bridge- Memorandum of Understanding (MOU) Update and Grant County Workshop

John Erickson, East Columbia Basin Irrigation District discussed bridges and the Road W Bridge Memorandum of Understanding. 20% in-kind funding would be required.

Grant County doesn't believe the bridge is at the end of its life and doesn't need to be replaced.

United States Bureau of Reclamation (USBR) should also be at the table for funding.

Canal water comes on in March, need to have a solution by then if we want immediate results.

**Grant County Commissioners Minutes
Week of January 30, 2023**

12:00 p.m. – 12:30 p.m. D Stone, 7th District Elected Official Zoom Meeting (1/31/23, added to wrong day)

1:00 p.m. – 2:00 p.m. Commissioners Round Table – Miscellaneous Discussion

- Review of Consent Agenda Items
- Joint Board Meeting with City of Moses Lake, Grant County Commissioners, Port of Moses Lake, and Grant PUD (RJ)
 - to get on the same page for large projects. Retreat/Study Session date regarding drinking water and other issues.
- Animal Rescue Organization Follow-up Meeting (BV) – Decide after meeting with Grant County Animal Outreach.
- Public Comment for 1/31/23, there will be a discussion regarding Renew
- Katie in Accounting will be reaching out to departments to discuss their budget overages.
- Grant Transit Authority – Tom Gaines was invited to their Stakeholder Workshop.
- Department of Ecology email from Brook Beeler regarding wetlands violation in Grant County near Park Lake. Potential request for letter of support.
- Grooming of roads south county – need to wait until better weather. Schedule a ride along with Castro/Stone
- Sam Dart discussed a 2012 contract with Department of Natural Resources and bridge funding.

2:00 p.m. – 3:30 p.m. K Eslinger, Human Resources Update

Discussion Items				Request	
01. HRIS Projects				Direct	
a. Applicant Tracking					
b. Onboarding					
c. Performance Evaluation					
d. Personnel Files					
02. Bridges Program Coordinator				Direct	
Authorization Requests				Request	
03. PMA – Application Specialist				Approve	
Recruitment / Civil Service				Request	
04. Position Management Review Team				FYI Only	
a. Administrative Support Assistant					
b. Application Specialist					
c. Bridge & Vegetation Foreman					
d. Administrative Support Assistant					
05. Engineer Tech Job Description				FYI Only	
Employee & Department Issues				Request	
06. Fire Marshall Services				FYI Only	
07. Public Works				FYI Only	
Executive Session					
Start:	2:56 PM	Length:	08 min	End:	3:04 PM

Grant County Commissioners Minutes
Week of January 30, 2023

Pursuant to RCW 42.30.110(1)(f) Commissioner Jones called an Executive Session to order at 2:56 p.m. to go until 3:04 p.m. regarding Personnel Disciplinary Matters. In attendance were Commissioners Carter, Stone and Jones, Kirk Eslinger and Decorah Anderson, Human Resources. Commissioner Jones closed the session at 3:04 p.m.

MISCELLANEOUS ITEMS

The Commissioners approved and signed the Public Works County Payroll Salary Fund for their January 27, 2023 payroll.

TUESDAY, JANUARY 31, 2023

The session was continued to 8:30 a.m. with all Commissioners in attendance.

8:30 a.m. – 9:30 a.m. D Stone, Grant County Bridges Updates (**Cancelled**)

8:30 a.m. – 9:00 a.m. K McCrae, Prosecuting Attorney's Office Update

- EWCOG potential lawsuit against WDFD regarding wolf and elk issues.
- Email disclosure on records request
- Bridges / Japan Sister City – contract needed between Janice Flynn and Bridges. County will not draft this. Her wages will be paid from the 133 account. Bridges should have their own checking account.
- 1949 United States Bureau of Reclamation (USBR) Agreement: who has the responsibility of funding the replacement of bridges?

9:00 a.m. – 10:00 a.m. S Thompson-Tweedy, Grant County Animal Outreach Update

In attendance: Sara Thompson Tweedy, Animal Outreach and staff; Kevin Fuhr, Moses Lake Chief of Police; Allison Williams, Moses Lake City Manager, Sheriff Joe Kriete and Chief Deputy Josh Sainsbury; member of Daze of Camelot (Animal Sanctuary)

Commissioner Carter informed Animal Outreach that they met with other rescue organizations and are hoping to figure out a plan to help animals.

Ms. Thompson-Tweedy stated their facility is very old and depilated. Old pipes (which froze this winter and burst), old electrical. Over 700 dogs went through their facility in 2022. Staff doesn't like to turn animals away but their facility only allows for so many. The more animals they house, the more staff is needed. With the funding increase from the City and County, they were able to hire more staff.

**Grant County Commissioners Minutes
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Cats are being moved to the west side of the state, easier than dogs. People drop off totes of puppies and kittens at their doorstep. The sale of animals on the sides of the road needs to be stopped by city/county/state legislators.

Commissioner Jones asked if the people who are selling animals can be ticketed? Allison Williams believed there may be a bill going through the state right now that would address that.

Sheriff Kriete stated the main issue now is where do the animals go once the enforcement of laws are done? The shelter problem needs to be addressed. GCAO is thankful for the other animal rescue organizations. GCAO does not have the resources to go get animals that have been "dumped".

The City has identified potential property that could work for a new GCAO.

Low cost spay and neuter programs, new shelter needed. Irresponsible pet ownership is the main issue. The COVID years have created an increase in animal influx. Is there a potential of the other cities contributing as well?

Ordinance in place from the county?

10:00 a.m. – 11:00 a.m. Fire Marshall Position Discussion

- National Fire Academy will give free/reimbursable training to Fire Districts.
- Average is 12 fires per year that need investigation.
- Most fire districts do not complete their NIFA reporting.

12:00 p.m. – 12:30 p.m. D Stone, 7th District Elected Official Zoom Meeting

1:00 p.m. – 2:00 p.m. S Castro, Public Works Update (***Commissioner Jones attended via Webex approximately 1:35 p.m.***)

- Public Works General Update
 - Engineering Technician Job Description Update: Levels 1-4
- Solid Waste
 - Landfill Phase 4 Construction
 - Scale house Entrance Repairs
 - Landfill Rate Study 2023
- Road 5 citizen speed complaints and enforcement needs. They will be bringing forth a request to purchase a new speed monitoring device.
- Public Works was awarded a grant for Public Streets for All. Approximately \$285,000.
- Road K refund of \$108,062.00 for Mountain View.
- Public Works is still in support of the closure of the Mattawa Drop Box.

**Grant County Commissioners Minutes
Week of January 30, 2023**

Pursuant to RCW 42.30.110(1)(i), Commissioner Carter called an Executive Session to order at 1:14 p.m. to go until 1:29 p.m. regarding Litigation. In attendance were Commissioners Carter, Stone, Sam Castro, Sam Dart and Dave Bren, Public Works, and Rebekah Kaylor, Prosecuting Attorney's Office. Commissioner Carter continued the session to 1:35 p.m. Commissioner Carter closed the session at 1:35 p.m.

2:00 p.m. – 3:00 p.m.

Commissioner's Meeting ***Commissioner Jones attended via Webex***

- Call to order
- Open Forum for Citizen Input (3 minutes per person, 15-minute time limit)
- Approval of Agenda **A motion was made by Commissioner Stone, seconded by Commissioner Jones, to approve the agenda as presented. The motion passed unanimously.**
- Correspondence (i.e. Emails that have come in that need response, letters of support etc.) **None**
- Commissioners Roundtable – Miscellaneous Discussion
 - Commissioner Carter discussed Bridges / Japan Sister City
- Consent Agenda – (Items 1 through 37) All items are considered routine and will be enacted by one motion of the commissioners with no separate discussion. If a separate discussion is desired, that item may be removed and placed under Board Discussion/Decision. **Commissioner Stone moved to pull item 16 and 20 off the consent agenda to Board Discussion/Decision area. Commissioner Jones seconded and the motion passed unanimously. Commissioner Stone moved to approve items 1 – 15, 17 – 19, and 21-37 as presented. The motion passed unanimously.**

AUDITOR'S OFFICE

1. Payment of vouchers certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified by the auditing officer as required by RCW 42.24.090, as recorded on a listing and made available to the Board. **(In the amount of \$951,087.16)**

COMMISSIONER'S OFFICE

2. Approval of Commissioners January 9 and 16, 2023 Minutes.
3. Invoices
4. Request for release of funds of 2nd installment of grant funds on Strategic Improvement Project (SIP) #2020-04-City of Warden-Warden Commercial Truck Parking Facility in the amount of \$2,086.87.
5. Reimbursement request from Opportunities Industrialization Center (OIC) on the Department of Commerce CDBG CV1 Grant No. 20-6221C-111 in the amount of \$9,480.92 for November 2022 expenses.
6. Washington State Department of Commerce Community Development Block Grant (CDBG) Contract No. 22-62210-005 Public Services Grant Sub Recipient Agreement with Opportunities Industrialization Center (OIC). Term of agreement is July 1, 2022, through June 30, 2023.
7. Reimbursement request from Renew on the Department of Commerce CDBG CV2 Grant No. 20-6221C-111 in the amount of \$6,021.22 for November 2022 expenses.

Grant County Commissioners Minutes

Week of January 30, 2023

8. Reimbursement request from Opportunities Industrialization Center (OIC) on the Department of Commerce CDBG CV1 Grant No. 20-6221C-111 for December 2022 expenses in the amount of \$6,349.91.
9. Reimbursement request from Renew on the Department of Commerce CDBG CV2 Grant No. 20-6221C-111 in the amount of \$6,055.86 for December 2022 expenses.
10. January 23, 2023 updated Grant County 2023 Veterans Assistance Fund Policies and Procedures for approval.
11. Reimbursement request from HopeSource on the Department of Commerce Eviction Rent Assistance Program (ERAP 2.0) Grant No. 21-4619C-108 in the amount of \$46,600.95 for December 2022 expenses.
12. Reappointment letter for Chris Blessing to the Grant County Mosquito Control District #1 for a two-year term beginning January 18, 2023 through January 17, 2025.

CENTRAL SERVICES

13. Budget extension request in the amount \$6,993.00 (Fund#001.123) for a software purchase from Monsido that would ensure County web pages are kept up to date regarding ADA standards. **(This purchase request was approved and the budget extension will be held at the end of the year, if needed)**
14. Request to proceed with the process of obtaining a new security contract with Pacific Security to provide security guard services in the amount of \$316,728.00 per year with a 3-year term.

DEVELOPMENT SERVICES

15. Out of state travel request for Nathan Poplawski to attend training at National Fire Academy in Emmitsburg, MD, July 16-28, 2023. Cost of travel is \$1,300.00.

FAIRGROUNDS

16. Out of state travel request for Rebecca Martinez to attend Institute of Fair Management Summit Courses in Washington DC, February 23-26, 2023. Cost of travel is \$1,952.00. **(Originally, this item was held until the 2/7/23 Consent Agenda. On 2/2/23, Commissioners Jones and Stone approved this out of state travel. Commissioner Carter voted no)**

PROSECUTING ATTORNEY

17. Appointment and Oath of Office of Special Deputy Prosecuting Attorney for Leslie Neller-moe of Nossaman, LLP to perform and render legal assistance and advice relative to environmental, Superfund Site and Landfill matters. Oath expires December 31, 2023.

PUBLIC WORKS

18. Authorization to call for bids for the 2023 Asphalt Materials Project. Bid opening will be March 1, 2023, at 9:00 a.m. at Public Works.

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19. Request to purchase a 2023 Nissan Rogue SV for New Hope in the amount of \$37,481.60. This will be purchased through DES Contract #05916 and was not approved in the 2023 Equipment Expense Program.
20. Recommendation from the Solid Waste Advisory Committee (SWAC) to close the Mattawa Drop Box effective May 15, 2023. **(After discussion at the Board Discussion/Decision portion of this meeting, Commissioners Jones and Stone voted yes to close the drop box. Commissioner Carter voted no and the vote passed 2-1.**
21. Authorization for a State Contract 2023 Budget Purchase of a Trimble Robotic Total Station Package in the estimated amount of \$40,000.00. This must be purchased from the preauthorized State Provider for this equipment and at the State pre-negotiated price.
22. **Resolution No. 23-011-CC** initiating County Road Project designated as CRP No. 23-01, Hiawatha/Drumheller Truck Route Design for the West side of Moses Lake.

RENEW

23. Out-of-state travel request for Maleena Lopez to attend Champions for Youth Summit in Falls Church, VA. Dates of travel are April 23-26, 2023. Total cost of travel is \$2,637.50.
24. Out-of-state travel request for Dale Weaver to attend Champions for Youth Summit in Falls Church, VA. Dates of travel are April 23-26, 2023. Total cost of travel is \$2,637.50.
25. Out-of-state travel request for Darci Alamos to attend RISE23 NADCP Training in Houston, TX. Dates of travel are June 25-29, 2023. Total cost of travel is \$2,558.90.
26. Request to surplus miscellaneous computer equipment and transfer it to Technology Services in order to prepare for computer and equipment replacement.

SHERIFF'S OFFICE

27. Amended Interlocal Agreement between Grant County and Yakima County regarding law enforcement services related to Wanapum Indian Village. Term of agreement is upon signature through December 31, 2026.
28. Out-of-state travel request for Kaydren Dunkin and Michael Shay to attend 1st Responder Mental Health and Awareness training in Coeur D'Alene, ID. Dates of travel are February 12-14, 2023. Cost of travel is \$1,585.86.
29. Out -of- state travel request for Katrina Ball to attend training on child homicide investigations as well as investigation and prosecution of cold case homicides in Denton, TX. Dates of travel are March 26-31, 2023. Cost of travel is \$3,690.00.
30. Interagency Agreement between the Washington Traffic Safety Commission and Grant County Sheriff's Office to receive grant 2022-HVE-4456-Region 15 Target Zero Task Force in the amount of \$15,000.00 to conduct High Visibility Enforcement activities. Term of agreement is October 1, 2021, through September 30, 2022.
31. Washington State Parks and Recreation Commission Subrecipient Grant Agreement No. MLE 123-118, Federal Financial Assistance Grant in the amount of \$11,880.35 to the Grant County Sheriff's Office for recreational boating enforcement and education.
32. Washington State Department of Commerce Community Services and Housing Division Office of Crime Victims Advocacy FFY 2021 Violence Against Women STOP Grant Program, Grant No. F21-31103-063, in the amount of \$17,762.00 to improve the community response to violence against women.

**Grant County Commissioners Minutes
Week of January 30, 2023**

SUPERIOR COURT

33. Out-of-state travel request for Jamie Mullenix to attend the RISE23 NADCP Drug Court Conference in Houston, TX. Dates of travel are June 25-27, 2023. Cost of travel is \$3,403.00.
34. Out-of-state travel request for Tifini Fairbanks to attend the RISE23 NADCP Drug Court Conference in Houston, TX. Dates of travel are June 25-30, 2023. Cost of travel is \$2,983.00.
35. Out-of-state travel request for Judge Anna Gigliotti to attend the RISE23 NADCP Drug Court Conference in Houston, TX. Dates of travel are June 25-30, 2023. The cost of travel is \$3,403.00.

TECHNOLOGY SERVICES

36. Purchase order No. 451 from CDWGI in the amount of \$10,418.45 to purchase eight (8) HPE 10TB SAS 12G 3.5" HDD.
 37. Purchase order No. 452 from Ednetics (EDNTC) in the amount of \$6,750.51 for the City of Warden and their City Hall cameras and licensing.
- Board Discussion/Decisions Items (*Items to discuss and items that were removed from Consent Agenda. These items will be acted upon together*)
 - Item 16 was discussed and Commissioner Carter stated that she believes this training is available online. Commissioner Carter moved to hold this item until next week and review the training with the Fairgrounds Director. **(on 2/2/23, Commissioners Jones and Stone voted to approve the travel)**
 - Item 20: A motion was made by Commissioner Stone, seconded by Commissioner Jones to close the Mattawa Drop Box. Commissioner Carter voted nay. The motion passed with a vote of 2 to 1.
 - Adjournment

3:15 p.m. – 3:30 p.m.

Open Record Public Hearing, Cayuse Plat Vacation (Continued from 11/29/22)

The Commissioners held an Open Record Public Hearing to consider the vacation of a portion of unbuilt E.1 north of E.3, Cayuse Plat, S 24, T 20 N, R 27 E, WM. Petitioners are Grutko, Melby, Miller, and Cayuse HOA LLC.

Dave Bren, County Engineer discussed his staff report and stated he believes the proposed easement vacation is acceptable, as the potential road corridor provided by this easement has very limited use in the long-term. In addition, limited resources for this area should be focused on finishing/improving the Stonecrest Road Connector and Neppel to Bouldercrest Road direct connection, before adding a second central corridor, with this easement.

Rob Grutko, applicant, stated the contacted the area parcel owners and requested they submit petitions as well (received).

**Grant County Commissioners Minutes
Week of January 30, 2023**

A motion was made by Commissioner Stone to close the public comment portion of the hearing. Commissioner Carter seconded and the motion passed unanimously. A motion was made by Commissioner Stone, seconded by Commissioner Carter to approve the vacation as presented. The motion passed unanimously. The hearing adjourned. **(Resolution No. 23-010-CC was signed and recorded in the Auditor's Office)**

4:00 p.m. – 5:00 p.m. R Jones, Position Management Review Team Meeting

WEDNESDAY, FEBRUARY 1, 2023

8:00 a.m. – 9:30 a.m. R Jones, Bi-Weekly Jail Design Meeting **(Cancelled)**
9:30 a.m. – 2:30 p.m. D Stone, WSRRI LTSAG Monthly Meeting (Olympia)
11:00 a.m. – 11:30 a.m. D Stone, PCC Rail Authority Executive Session
1:00 p.m. – 5:00 p.m. D Stone, WSAC Board of Directors Meeting (Olympia)
2:00 p.m. – 3:30 p.m. C Carter, North Central Region Diversion Workgroup (Zoom)
2:00 p.m. – 4:00 p.m. R Jones at Road S and Bridge 247 Road Tour (Grant County)
6:00 p.m. – 8:00 p.m. D Stone at Legislative Steering Committee (LSC) Reception (Olympia)
7:00 p.m. – 9:00 p.m. PLANNING COMMISSION

THURSDAY, FEBRUARY 2, 2023

7:00 a.m. – 8:00 a.m. R Jones, Moses Lake Chamber Response Team Meeting
8:00 a.m. – 1:00 p.m. D Stone, Legislative Steering Committee (LSC) Meeting
10:00 a.m. – 12:00 p.m. R Jones, Newly Elected Survival Guide Workshop (Zoom)

MISCELLANEOUS ITEMS

The Chair of the Board was authorized to sign the Alice Bishop (Winningham Short plat) File # P 22-0453 (preliminary P 22-0318) Final Plat Submission and Review.

**Grant County Commissioners Minutes
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FRIDAY, FEBRUARY 3, 2023

8:00 a.m. – 5:00 p.m.

R Jones, Snowmobile Advisory Committee (SMAC) Field Day (Yakima Convention Center)

SATURDAY, FEBRUARY 4, 2023

8:00 a.m. – 5:00 p.m.

R Jones, Snowmobile Advisory Committee (SMAC) Meeting (Yakima Convention Center)

Signed this _____ day of _____, 2023.

BOARD OF COUNTY COMMISSIONERS
Grant County, Washington

Rob Jones, Chair

Cindy Carter, Vice-Chair

Attest:

Danny E. Stone, Member

Barbara J. Vasquez, CMC
Clerk of the Board